

PRINTED: 03/26/2010
FORM APPROVED

Health Regulation Administration

STATEMENT OF DEFICIENCIES AND PLAN OF CORRECTION		(X1) PROVIDER/SUPPLIER/CLIA IDENTIFICATION NUMBER: CPA-019	(X2) MULTIPLE CONSTRUCTION A. BUILDING _____ B. WING _____	(X3) DATE SURVEY COMPLETED 03/11/2010
NAME OF PROVIDER OR SUPPLIER HELPING CHILDREN GROW INC		STREET ADDRESS, CITY, STATE, ZIP CODE 900 2ND STREET NE SUITE 4 WASHINGTON, DC 20002		
(X4) ID PREFIX TAG	SUMMARY STATEMENT OF DEFICIENCIES (EACH DEFICIENCY MUST BE PRECEDED BY FULL REGULATORY OR LSC IDENTIFYING INFORMATION)	ID PREFIX TAG	PROVIDER'S PLAN OF CORRECTION (EACH CORRECTIVE ACTION SHOULD BE CROSS-REFERENCED TO THE APPROPRIATE DEFICIENCY)	(X5) COMPLETE DATE
S 000	Initial Comments An annual inspection was conducted on March 10, 2010, through March 11, 2010. The survey findings were based on record review and staff interview. The sample sizes were eleven (11) personnel records based on a census of eleven (11), four (4) foster parent records based on a census of four (4), twelve (12) foster child records based on a census of twelve (12) and three (3) staff interviews. The agency was found to be in substantial compliance with Title 29 Chapter 16, Standards of Placement, Care, and Services for Child Placing however deficiencies were cited.	S 000	<i>Renewal 4/5/10</i> GOVERNMENT OF THE DISTRICT OF COLUMBIA DEPARTMENT OF HEALTH HEALTH REGULATION ADMINISTRATION 825 NORTH CAPITOL ST., N.E., 2ND FLOOR WASHINGTON, D.C. 20002	
S 094	1611.1(b) Personnel Records (b) Applicant's educational credentials; This CONDITION is not met as evidenced by: Based on record review and interview, the agency failed to ensure the personnel records of two (2) of eleven (11) employees had a copy of their education credentials. (Employees #7 and #8) The finding includes: Review of personnel records on March 10, 2010, at approximately 11:15 a.m., revealed that employee #7 and #8 did not have available for review, their education credentials. Interview with the Executive Director on March 11, 2010, at approximately 3:45 p.m. confirmed the findings.	S 094	Helping Children Grow will insure that all potential and current employees have documentation of their education requirement. If the credential has been lost, the employee must have documentation to this fact, and efforts made to secure it. The administrative assistant will monitor, and get the credentials within a reasonable time frame.	4/30/10 & on-going
S 096	1611.1(d) Personnel Records	S 096		

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LABORATORY DIRECTOR'S OR PROVIDER/SUPPLIER REPRESENTATIVE'S SIGNATURE *Lucile J. [Signature]* TITLE Executive Director (X5) DATE 4/2/10

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S 096	<p>Continued From page 1</p> <p>(d) Annual performance evaluations signed by both the employee and supervisor;</p> <p>This CONDITION is not met as evidenced by: Based on record review and interview, the agency failed to obtain an annual performance evaluation for one (1) of eleven (11) employees. (Employee #4)</p> <p>The finding includes:</p> <p>Review of personnel records on March 10, 2010, at approximately 2:15 p.m., revealed that employee #1 did not have for review, their annual performance evaluation.</p> <p>Interview conducted with the Executive Director on March 11, 2010, at approximately 3:50 p.m. confirmed the findings.</p>	S 096	<p>Helping Children Grow has completed this evaluation, and will continue to complete performance evaluations within 30 work days from the employees anniversary.</p> <p>Supervisors are given anniversary dates at the beginning of each calendar year.</p> <p>Supervisors are reminded to submit evaluations if they become past due.</p>	<p>4/1/10</p> <p>1/31/10</p> <p>On-going</p>
S 100	<p>1611.1(h) Personnel Records</p> <p>(h) Documentation of participation in in-service training;</p> <p>This CONDITION is not met as evidenced by: Based on record review and interview, the agency failed to ensure that three (3) of eleven (11) employees had proof that they had participated in in-service training.</p> <p>The finding includes:</p> <p>Review of personnel records on March 11, 2010, at approximately 4:00 p.m. revealed the agency failed to ensure that three (3) of eleven (11) employees had proof that they had participated in in-service training.</p>	S 100	<p>Employees are evaluated for the performance year.</p> <p>Helping Children Grow documents training for employees who require the 15 or more hours annually.</p> <p>Family Care Managers, parents, and social workers must attend training sessions and submit documentation to that fact. The administrative assistant, social work</p>	<p>On-going</p>

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S 100	Continued From page 2 Interview with the Executive Director on March 11, 2010 at approximately 4:15 p.m., confirmed the findings.	S 100	supervisor, and executive director monitor this task. Training documentation has been completed.	4/1/10
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